

**MINUTES  
THE CITY OF ST. CHARLES  
GOVERNMENT OPERATIONS COMMITTEE  
ALD. RON SILKAITIS, CHAIR  
TUESDAY, JANUARY 17, 2023**

**1. Call to Order**

The meeting was called to order by Chairman Silkaitis at 7:08 pm.

**2. Roll Call**

**Present:** Ald. Kalamaris, Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Lencioni, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber

**Absent:** None

**3. Omnibus Vote**

Items with an asterisk (\*) are considered to be routine matters and will be enacted by one motion. There will be no separate discussion on these items unless a council member/citizen so requests, in which event the item will be removed from the consent agenda and considered in normal sequence on the agenda.

Motion by Ald. Kalamaris, second by Ald. Payleitner to approve the Omnibus item.

**Roll Call Vote:** Ayes: Ald. Kalamaris Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Lencioni, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber. Nays: None. Absent: None. Ald. Silkaitis did not vote as Chair. **Motion Carried.**

**4. Police Department**

- a. **Recommendation to approve an Ordinance Amending Title 5 “Business Licenses and Regulations”, Chapter 5.08 “Alcoholic Beverages”, Sections 5.08.090 “License – Classifications” and 5.08.100 “License Fees” of the St. Charles Municipal Code.**

Chief Keegan explained that the City Code is being amended to accommodate a license for a culinary arts/cooking school.

The item passed 2-0 at the Liquor Commission Meeting held earlier the same evening.

Motion by Ald. Payleitner, second by Ald. Wirball to recommend approval of an Ordinance Amending Title 5 “Business Licenses and Regulations”, Chapter 5.08 “Alcoholic Beverages”, Sections 5.08.090 “License – Classifications” and 5.08.100 “License Fees” of the St. Charles Municipal Code.

**Roll Call Vote:** Ayes: Ald. Kalamaris Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Lencioni, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber. Nays: None. Absent: None. Ald. Silkaitis did not vote as Chair. **Motion Carried.**

**b. Recommendation to approve a Proposal for a D-8 Liquor License Application for Knead, LLC dba Fox Den Cooking Located at 131 S. First St., St. Charles.**

Chief Keegan stated that the petitioners would like to open a cooking school that would host 12 students at a time for 2-hour sessions. The hours of operation will be Thurs. & Fri. 4:30 pm – 10:30 pm, Sat. & Sun. 11:30 am – 10:30 pm. The applicants have a restaurant in Geneva, and they are currently operational in St. Charles. They have been vetted with no issues. The item passed 2-0 at the Liquor Commission Meeting held earlier the same evening.

Applicant Jessica Evans explained that alcohol service would be halted while cooking is taking place, but would be available before and after. It was agreed that this issue doesn't need to be included in the liquor license class, the applicant is responsible and will take the proper precautions. It was further explained that there will be no sale of packaged alcohol, but alcohol purchased and not consumed (such as a bottle of wine) could be taken as long as it was placed in a bag when leaving the establishment.

Motion by Ald. Wirball, second by Ald. Weber to recommend approval of a Proposal for a D-8 Liquor License Application for Knead, LLC dba Fox Den Cooking Located at 131 S. First St., St. Charles.

**Roll Call Vote:** Ayes: Ald. Kalamaris Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Lencioni, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber. Nays: None. Absent: None. Ald. Silkaitis did not vote as Chair. **Motion Carried.**

**c. Recommendation to approve a Proposal for Massage License Application for Vanilla Health Care at 615 S. Randall Road.**

This item was tabled. It may be considered at a future date.

**d. Recommendation to approve a Proposal for an A-6 Liquor License Application for Krishudha Ohm LLC dba BP Gas Station Located at 1660 W. Main St., St. Charles.**

Chief Keegan explained that this application was submitted as part of a pending asset sale contingent on the liquor license approval. They will also be applying for a tobacco license which will be handled administratively. The current business has both an A6 and a tobacco license.

The item passed 2-0 at the Liquor Commission Meeting held earlier the same evening.

Motion by Ald. Wirball, second by Ald. Kalamaris to recommend approval of a Proposal for an A-6 Liquor License Application for Krishudha Ohm LLC dba BP Gas Station Located at 1660 W. Main St., St. Charles.

**Roll Call Vote:** Ayes: Ald. Kalamaris Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Lencioni, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber. Nays: None. Absent: None. Ald. Silkaitis did not vote as Chair. **Motion Carried.**

**5. Information Systems**

- \*a. Recommendation to approve a Resolution to authorize staff to award MCCi, LLC an annual contract for Laserfiche support and maintenance for \$29,519.**

Motion by Ald. Kalamaris, second by Ald. Payleitner to recommend approval of a Resolution to authorize staff to award MCCi, LLC an annual contract for Laserfiche support and maintenance for \$29,519.

**Roll Call Vote:** Ayes: Ald. Kalamaris Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Lencioni, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber. Nays: None. Absent: None. Ald. Silkaitis did not vote as Chair. **Motion Carried.**

- b. Recommendation to approve a Microsoft Enterprise Agreement subscription from Dell Marketing LP in the amount of \$236,478.**

Larry Gunderson stated that the agreement with Microsoft is a 3-year commitment allowing for fixed annual costs and volume discounts. The purchase is through Dell Marketing which has the Illinois State Master Contract. The annual cost is \$78,000 per year, approximately \$236,000 for three years to purchase Microsoft 365. It will be funded by the Equipment Replacement Fund. Included is a hosted email server, SharePoint, and Microsoft Teams, as well as subscription licensing for office productivity software.

The change is being proposed due to the current email solution being at the end of support. Office 365 has security built in that would not be able to be replicated on-premises. Staff internet (iNet) is ending support and will be replaced. The enterprise version of Office Suite is being replaced and instead of purchasing the software, will use Microsoft 365 and the subscription licensing that goes along with it.

It was clarified that the work was done to determine needs based on users.

Motion by Ald. Wirball, second by Ald. Pietryla to recommend approval of a Resolution to authorize staff to award MCCi, LLC an annual contract for Laserfiche support and maintenance for \$29,519.

**Roll Call Vote:** Ayes: Ald. Kalamaris, Ald. Bongard, Ald. Bancroft, Ald. Lencioni, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber. Nays: None. Abstain: Ald. Payleitner. Absent: None. Ald. Silkaitis did not vote as Chair. **Motion Carried.**

**6. Community & Economic Development**

**a. Recommendation to approve an Ordinance of the City of St. Charles, Kane and DuPage Counties, Illinois, Approving a Tax Increment Redevelopment Plan and Redevelopment Project for The Pheasant Run Redevelopment Project Area.**

Derek Conley explained that items 6a, 6b, and 6c all pertain to the Pheasant Run TIF. On January 3 a public hearing was held including a presentation from TIF Consultant Kane McKenna. There are three different ordinances. The first is to approve the plan and redevelopment project, the next is to approve the area the TIF is in, and the third is the ordinance establishing the TIF District.

It was confirmed that the approval is for the structure of the TIF, and the cost estimates would be considered TIF eligible in the future, but would not be bared by the City. The estimated value of the TIF is \$42M.

Concerns were raised about the Tower on the property. Conversations are starting about the next phase, a structural analysis of all the remaining buildings to see if anything needs to be removed in the immediate future. An email was sent to the ownership group for a status update on securing the tower. As soon as the update is received it will be shared with Council.

Motion by Ald. Bancroft, second by Ald. Kalamaris to recommend approval of an Ordinance of the City of St. Charles, Kane and DuPage Counties, Illinois, Approving a Tax Increment Redevelopment Plan and Redevelopment Project for The Pheasant Run Redevelopment Project Area.

**Roll Call Vote:** Ayes: Ald. Kalamaris Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Lencioni, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber. Nays: None. Absent: None. Ald. Silkaitis did not vote as Chair. **Motion Carried.**

**b. Recommendation to approve an Ordinance of the City of St. Charles, Kane And DuPage Counties, Illinois, Designating the Pheasant Run Redevelopment Project Area of said City A Redevelopment Project Area Pursuant to the Tax Increment Allocation Redevelopment Act.**

Motion by Ald. Lencioni, second by Ald. Pietryla to recommend approval of an Ordinance of the City of St. Charles, Kane And DuPage Counties, Illinois, Designating the Pheasant Run Redevelopment Project Area of said City A Redevelopment Project Area Pursuant to the Tax Increment Allocation Redevelopment Act.

**Roll Call Vote:** Ayes: Ald. Kalamaris Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Lencioni, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber. Nays: None. Absent: None. Ald. Silkaitis did not vote as Chair. **Motion Carried.**

c. **Recommendation to approve an Ordinance of the City of St. Charles, Kane And DuPage Counties, Illinois, Adopting Tax Increment Allocation Financing for the Pheasant Run Redevelopment Project Area.**

Motion by Ald. Wirball, second by Ald. Bessner to recommend approval of an Ordinance of the City of St. Charles, Kane And DuPage Counties, Illinois, Adopting Tax Increment Allocation Financing for the Pheasant Run Redevelopment Project Area.

**Roll Call Vote:** Ayes: Ald. Kalamaris Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Lencioni, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber. Nays: None. Absent: None. Ald. Silkaitis did not vote as Chair. **Motion Carried.**

7. **Public Comment – None**

8. **Additional Items from Mayor, Council, or Staff**

Ald. Payleitner stated that she'd like to review the City's Ethics Ordinance at a future committee meeting. Ald. Wirball asked to see what the surrounding communities are doing. Ald. Bancroft asked that the ordinance be circulated to City Council before adding the conversion to an upcoming agenda.

Mayor Vitek asked for specifics, and if it pertains to election endorsements, so that staff has direction, and that the City Council is aware of what is being asked when the discussion happens.

City Administrator McGuire will include the requested information in a future City Council Update. Council can provide feedback prior to adding it to an agenda.

Ald. Pietryla requested information from IML be included as well.

9. **Adjournment**

Motion by Ald. Wirball, second by Ald. Pietryla to adjourn the meeting at 7:27 pm.

**Roll Call Vote:** Ayes: Ald. Kalamaris Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Lencioni, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber. Nays: None. Absent: None. Ald. Silkaitis did not vote as Chair. **Motion Carried.**

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